User Manual

Belgafax 180s

belgacom

Dear customer,

In buying this device you have chosen a quality product made by Belgacom. Their device fulfils the most varied requirements for private use or in your office and business everyday.

Your device is delivered with an already inserted free ink film for a few test pages. For this film, you do not require any Plug'n'Print card (= chip card with information regarding ink film capacity).

In the telephone book of your machine, you can save entries with multiple numbers and collect multiple entries into groups. You can assign various ring tones to the entries.

You can assign short dial numbers to frequently dialled telephone numbers. You can load these numbers quickly with the short dial button and the number buttons.

You can send fax messages in different resolutions to one or more recipients or a group. You can also poll faxes and prepare documents for polling.

Five fax templates, which you can use, are stored in your device. With these templates you can quickly create, for example, a short fax note or an invitation.

Select the resolution for text and photo in order to copy documents with your machine. You can also create multiple copies.

You can send SMS messages with your device.

If you want, your device can print Sudoku puzzles in four different difficulty levels with solution.

We hope you enjoy your machine and its many functions!

About this User Manual

With the installation guide on the following pages, you can start using your machine quickly and easily. Detailed descriptions can be found in the following sections of this user manual.

Read the entire user manual carefully. Follow all safety instructions in order to ensure proper operation of your machine. The manufacturer accepts no liability if these instructions are not followed.

Symbols Used

Warns about dangers for people, damage to the machine or other objects as well as possible loss of data. Injuries or damage can result from improper handling.

This symbol designates tips that will help you to use your machine more effectively and easily.

General Safety Information

Your machine has been tested in conformity with standards EN 60950-1 and IEC 60950-1 and should only be operated with telephone networks and power systems that meet these standards. The machine was built exclusively for use in the indicated sales region.

Do not make any changes or settings that are not described in this user manual.

Setting Up the Machine

The machine should rest securely on a stabile, flat surface. If the machine should fall, it can be damaged or cause injury to people, especially small children. The distance between the machine and other devices or objects must be at least 15 centimetres; this also applies to the use of additional cordless telephones. Do not place the machine in the vicinity of radios or televisions. Position all cables in such a way that no one will stumble on them, thus avoiding possible injuries to persons or damage to the machine itself.

Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

Protect the machine against direct sunlight, heat, large temperature fluctuations and moisture. Do not place the machine in the vicinity of heaters or air conditioners. Observe the information on temperature and humidity in the technical data.

The machine must have sufficient ventilation and may not be covered. Do not put your machine in closed cabinets or boxes. Do not place the machine on soft surfaces such as tablecloths or carpets and do not cover the ventilation slits. Otherwise, the machine can overheat and catch on fire.

In the event that the machine becomes too hot, or if you see smoke coming from the device, you must immediately pull the power cable out of the power socket. Have your machine examined by trained professionals at a technical service location. To prevent the spread of fire, open flames should be kept away from the machine.

Do not plug in the machine in moist rooms. Never touch the power plug, power connection or the telephone socket with wet hands.

Do not allow liquids to enter into the machine. Disconnect the machine from the power socket if liquids or foreign objects have entered the machine and have your machine examined by trained professionals at a technical service location.

Do not allow children to handle the machine without supervision. The packing materials should be kept out of the hands of children.

Power Supply

Check whether the power type of your machine (indicated on the type plate) matches the power type available at the setup location. Use only the power and telephones cables supplied.

Set up your machine so that the power socket is easily accessible. The machine does not have an on/off button. In an emergency, disconnect your machine from the power supply by pulling the power plug.

Never touch the power or telephone cable if the insulation is damaged.

Disconnect your machine from the power and telephone networks during an electrical storm. If this is not possible, do not use the machine during an electrical storm.

Before cleaning the surface of your machine, disconnect it from the power and telephone networks. Never use liquid, gaseous or easily flammable cleansers (sprays, abrasives, polishes, alcohol).

Only clean the display with a dry, soft cloth. If the display breaks, a mildly corrosive liquid may escape. Avoid all contact with your skin and eyes.

In the event of a power failure, your machine will not function; saved data is retained.

Repairs

Should disruptions occur, follow the instructions on the display and on the error report.

Do not make any repairs to the machine yourself. Improper maintenance can result in injuries or damage to the machine. Only have your device repaired by an authorised service centre.

Do not remove the type plate from your machine; this would void the warranty.

Consumable Materials

Use only original consumable materials. These are available from Belgacom. Other consumable materials could damage the machine or shorten its service life.

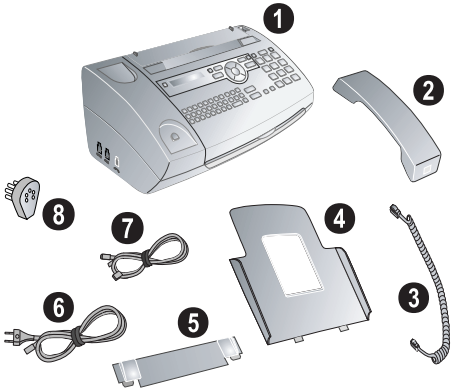
Dispose of old consumable materials according to the waste regulations of your country.

1 Installation guide

Package Contents

1. Device
2. Telephone handset
3. Spiral cable for telephone handset
4. Paper tray
5. Additional document holder
6. Power cord with plug
7. Telephone cord
8. Telephone plug

User manual with installation guide (not depicted)



If one of the parts is missing or damaged, please contact Belgacom.

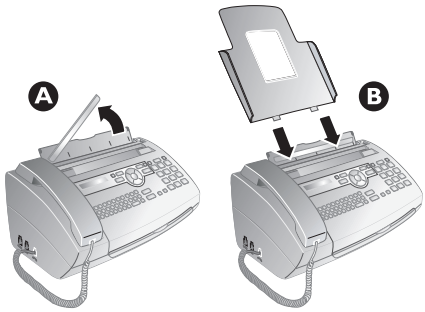
Opening the cover

Pull down the cover for paper and document feeder behind the panel.

Attaching paper tray

If you just want to insert paper temporarily, fold the paper support in the cover up (**A**). You can remove the paper after receiving fax or copying and close the cover again.

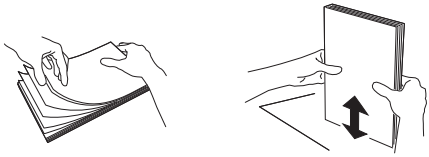
If you constantly require paper in the device, insert the paper tray in the opening provided for it behind the paper feed (**B**).



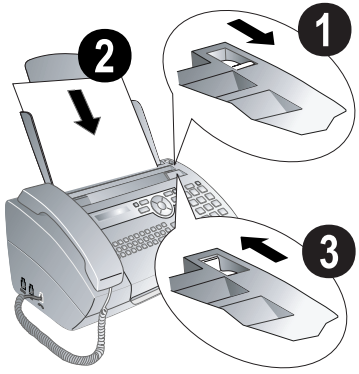
Inserting paper

Before you can receive or copy documents, you must insert paper. Please use only suitable paper in the standard format **A4** (210 × 297 millimetre · preferably 80 g/m^2). Observe the information in the technical data.

Separate the paper sheets by fanning them out, then align them by tapping edge of the stack lightly against a flat surface. This will prevent several sheets of paper from being drawn in all at once.

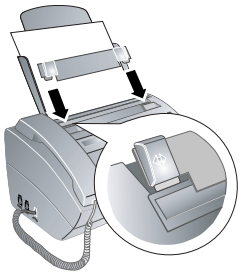


1. Fold open the lever on the right beside the paper feed towards front.
2. Insert paper in the paper feeder. You can use the paper support in the cover to load **up to 15 sheets** (A4 · 80 g/m²). In the paper tray you can insert **maximum 50 sheets** (A4 · 80 g/m2).
3. Fold open the lever on the right beside the paper feed backward in order to enclose the paper.



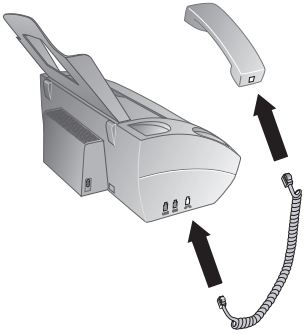
Attaching the document holder

Insert the additional document holder on the document feeder. You can remove the additional document holder after sending fax or copying and close the cover again.



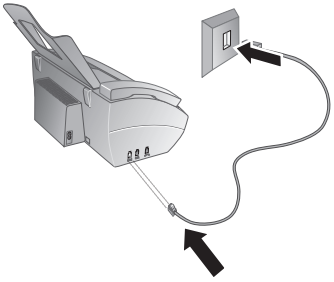
Connecting handset

Plug one end of the spiral cable into the socket on the telephone handset. Insert the other end into the socket designated with the ☎ symbol.



Connecting the Telephone Cord

Connect the telephone cord to the device by inserting it in the socket designated with **LINE** (RJ-11-Connector). Insert the telephone plug into your telephone connection socket.

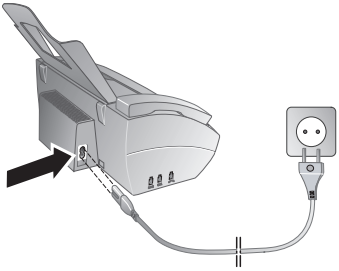


If you connect your device as extension to a telephone system, you must set it for working as an extension (also see Chapter "Telephone connections and additional devices, page 23).

Connecting the Power Cord

⚠ Check whether the power type of your machine (indicated on the type plate) matches the power type available at the setup location.

Insert the power cable into the connection located on the rear side of the machine. Connect the power cable to the electrical socket.



Initial installation

After you connect your device to the mains, the initial installation commences. Press [i]. Your device prints a help page.

Selecting the Language

1 Use ▲/▼ to select the desired display language.

2 Confirm with **OK**.

Entering Your Number

Your name and number are added together with date, time and page number at the top edge of each fax transmission (= header).

1 Enter your number. Using # or * you can enter a plus sign.

2 Confirm using **OK**.

Entering name

1 Enter the name using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using ␣. Press **CTRL** and the respective letter key to enter the special character printed on it.

You can move the cursor using ▲/▼. Use **C** to delete individual characters.

2 Confirm using **OK**.

After entering the device prints an overview of the functions.

Entering the Time and Date

1 Enter the time, e.g. ①④⓪⓪ for 2 pm.

2 Enter the date (two digits each) e.g. ⓪⑧⓪⑥⓪⑦ for 8 June 2007.

3 Confirm with **OK**.

You can restart the initial installation process any time. Press [i] and ②.

2 Overview

Overview of the Menu Functions

The following functions are available on your device. There are two ways in which you can call functions:

Navigating in the menu: Press **OK** or one of the two arrow keys ▲/▼ to open the function menu. Page through ▲/▼ menu entries. Use **OK** to select a function. Press **C** to return to the previous menu level. Press ⓪ to close the menu and return to the starting mode.

Calling functions directly: You can call a menu function directly using the function number. Press **OK** and enter the appropriate function number using the numeric keypad. Confirm using **OK**. You will find the function number in the following list.

Press ⓘ and ⑥ to print a list of all functions and settings of your device.

1 Telephone Book

①① Looking up an entry ..... page 10
①② New entry ..... page 10
①③ Creating groups ..... page 11
①④ Short dialling ..... page 11
①⑤ Modifying an entry ..... page 11
①⑥ Deleting entries ..... page 11
①⑦ Printing entries ..... page 21

2 Calls

②① Received calls ..... page 10
②② Outgoing calls ..... page 10
②③ Printing entries ..... page 21

3 Fax

③① Polled reception ..... page 14
③② Polling send ..... page 15
③③ Transmission with delay ..... page 14
③④ Sending to multiple recipients (= broadcast) ..... page 14
③⑤ Fax journal ..... page 21
③⑥ Transmission report ..... page 22
③⑦ Print reduced in size ..... page 20
③⑧ Transmission speed ..... page 20

4 Miscellaneous

④① Call log ..... page 21
④③ Fax templates ..... page 15
④④ Contrast ..... page 20
④⑤ Service code ..... page 28
④⑥ Ink film stock ..... page 26
④⑦ Firmware version ..... page 22
④⑧ Sudoku ..... page 19

5 Fax Switch

⑤① Day ..... page 21
⑤② Night ..... page 21
⑤③ Timer ..... page 21
⑤④ Easylink ..... page 24
⑤⑤ Ringer Tone ..... page 21

6 SMS

⑥① Sending SMS ..... page 17
⑥② Reading SMS ..... page 17
⑥③ Printing SMS ..... page 18
⑥④ Deleting SMS ..... page 18
⑥⑤ Communication by SMS ..... page 17
⑥⑥ SMS access ..... page 18

9 Settings

⑨① Time/Date ..... page 20
⑨② Language selection ..... page 20
⑨④ Your Number ..... page 20
⑨⑤ Your name ..... page 20
⑨⑥ Connection type ..... page 23

Factory Settings

CURRENT SETTINGS

YOUR NAME:		
YOUR TEL. NO.:		
LINE TYPE:	DIAL MODE:	TONE
	PABX:	NO
SMS SET-UP:	CENTER: 1	NO. FOR TRANSM.: 1717
		NO. FOR RECEPT.: 01717
	CENTER: 2	NO. FOR TRANSM.:
		NO. FOR RECEPT.:
	ACTIVE:	1
	PRINT SMS:	YES
DAY:	TOTAL RINGS:	5
	FAX RINGS:	4
	RINGER VOL.:	MED
NIGHT:	TOTAL RINGS:	5
	FAX RINGS:	0
	RINGER VOL.:	LOW
TIMER DAY:		06:00-22:00
EASYLINK:	FAX RECEPT.:	*5
	REL. LINE:	**
ROM VERSION:		VVVVVV-B069 MC BELGIUM

Machine Overview

❶ Handset

❷ Paper tray

❸ Document feeder (printed part up)

❹ Panel with display

❺ ☎-Socket – connection socket for the telephone handset

❻ **EXT**-Socket – connection socket for additional devices

❼ **LINE**-Socket – connection socket for telephone cord

❶ Scanner glass

❷ Rollers of the automatic document feeder

❸ Rests of the intake rollers

❹ Document guide / scanner film

❺ Cover for scanner and automatic document feeder

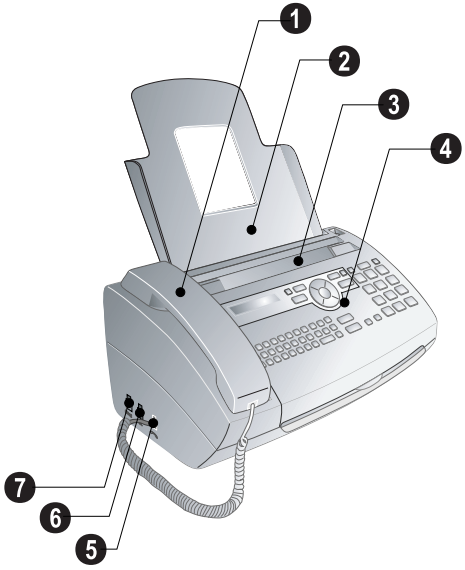
❻ Toothed wheel for tightening the ink film

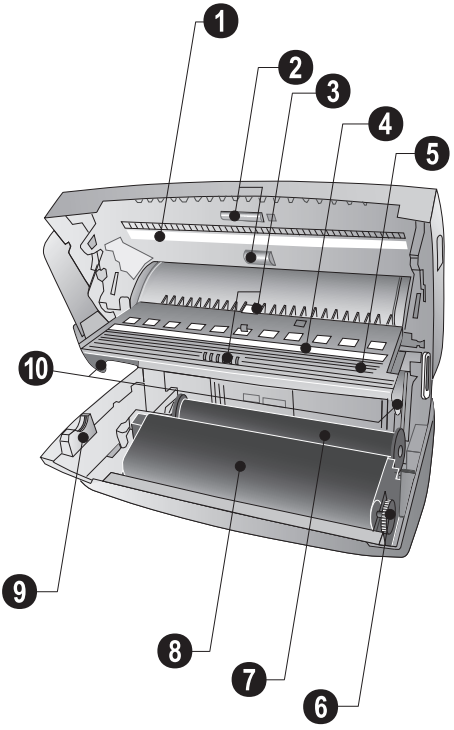
❼ Ink film roll in the rear ink film compartment

❽ Ink film roll in the front ink film compartment

❾ Slot for the Plug'n'Print card

❿ Locks for the cover of the scanner and automatic document feeder





Control Panel

📖—Press briefly: Calling up the telephone book entries. Selecting the entries with the ▲/▼ / press and hold:

☼/☾—Setting the timer and the fax reception modes (= fax switch). Modes set on the display ☼ (day), ☾ (night). Activated timer is indicated with ⏲

✉**/SMS**—Calling the SMS menu

0-9—Press briefly: Load short dial entries. Selecting the entries with the ▲/▼ or numeric keys / press and hold: Assign a new short dial entry

⊘—Function abort / return to the starting mode / documents eject

C—Return to the previous menu level / press briefly: deleting individual characters / press and hold: deleting complete input

▲/▼—Calling the menu functions / navigation within the menu / selecting options / moving the curser / adjusting the volume level

OK—Calling the menu functions/ confirming input

◇—Press briefly: Starting transmission of messages / press and hold: Starting fax polling

Letter keypad—Entering characters. Entering capital letters by pressing and holding ↑ button. Deleting using ←. Entering a break using ↵. Entering a space using ␣. Entering special characters by pressing and holding **CTRL** button.

✉—Lights up, if new messages are received / list of the new messages with submenus / blinks in the case of device error (for example no ink film)

COPY—Press briefly: creating a copy / press and hold: creating multiple copies

RES—Setting higher resolution for faxes and copying (RESOL.: STANDARD, RESOL.: FINE, RESOL.: PHOTO)

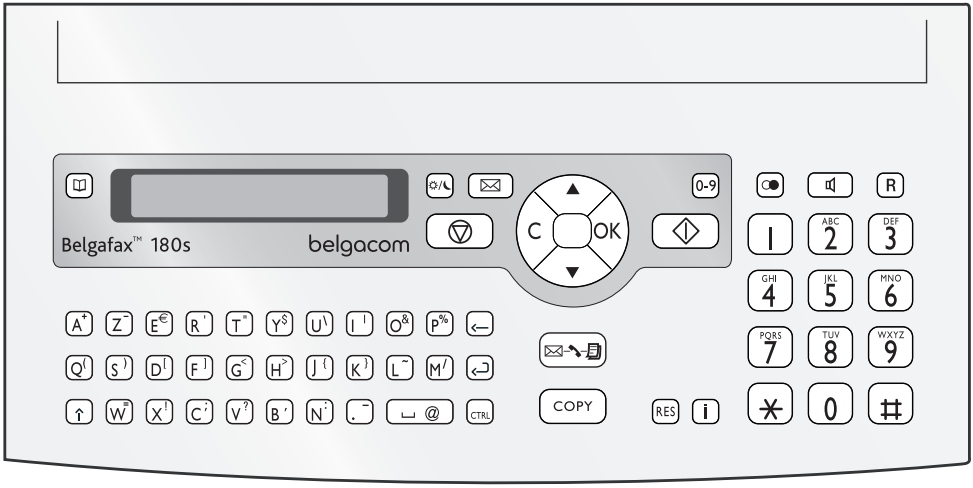
i—Press briefly: Printing help pages and setting lists / press and hold: Starting initial installation process

●—Press briefly: Toggling between the list of the last 10 dialled numbers (= redial list) / press and hold: List of last ten callers (caller list)

🔊—Listening while connection is established

R (Flash)—Insert dialling pause

Numeric keys—Entering digits / press and hold: Recalling short dial numbers



3 Telephone Functions

Press [i] and ③ to print an overview of the telephone book functions.

For information on how to connect additional telephones and which functions are available to you, please refer the chapter on Telephone Connections and Additional Devices, Page 23.

Making Telephone Calls on the Machine

Dial the desired telephone number. There are multiple ways to do this. Then lift up the handset.

You can also lift up the receiver first, then dial a number. The dialling process begins immediately.

Manual dialling: Dial the desired telephone number with the number pad.

Telephone book:

1 Press 🕮

You can also load telephone book entries by pressing **OK**, ①① and **OK**.

2 Select an entry using ▲/▼. Enter the starting letters with the numeric keypad to quickly navigate through the telephone book.

You can save an entry multiple times with the same name but in a different category. In the telephone book, the first letter of the category appears after the entry.

Short dial: Press [0-9]. Select the desired entry using ▲/▼ or with the numeric keys.

You can also load short dial entries by holding the respective number button pressed (for at least two seconds).

Redial list: Press ⟲. Use ▲/▼ to select an entry from the list of the dialled numbers.

You can also load the redial list by pressing **OK**, ②② and **OK**.

Caller list: Press and hold ⟲ (at least two seconds). Use the ▲/▼ to select an entry from the list of callers.

You can also load the caller list by pressing **OK**, ②① and **OK**.

The caller number identification (CLIP) service can be activated on your telephone line. Please contact Belgacom for information about this service.

Getting outside line

Private branch exchanges (PABX) are typical in many offices and some households. You must dial an outside line access code in order to get a connection to the public telephone network (PSTN) from a PABX.

Enter the outside line access code with which you reach the public telephone network before you enter the desired number or select a stored entry. The outside line access code is usually ⓪.

In rare cases, the outside line access code may be a different number or a two-digit number. For older telephone systems, the outside line access code can be R (= Flash). Press **R** to enter this outside line access code. If the connexion to the public telephone network is not possible, contact your telephone system supplier.

If you operate your device permanently at an extension, store the outside line access code with the 96 function (see page 23).

Inserting a Dialling Pause

It can be necessary to insert a dialling pause into the telephone number, for instance for the outside line access code. Press **R**. The second part of the number is only dialled once the connection with the main number has been established.

Telephone Book of the Machine

In the telephone book of your machine, you can save entries with multiple numbers and collect multiple entries into groups. You can assign various ring tones to the entries. Observe the information in the technical data.

You can move the cursor using ▲/▼. Use **C** to delete individual characters. Press ⊘ to close the menu and return to the starting mode.

Saving entry

1 Hold 🕮 pressed (for at least two seconds).

You can also call the function by pressing **OK**, ①② and **OK**.

2 Enter the name using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using ␣. Press **CTRL** and the respective letter key to enter the special character printed on it.

You can move the cursor using ▲/▼. Use **C** to delete individual characters.

3 Confirm using **OK**.

4 Using ▲/▼, select the category for which you would like to enter a number: `CATEGORY: HOME`, `CATEGORY: WORK`, `CATEGORY: MOBILE` or `CATEGORY: FAX`.

5 Confirm with **OK**.

6 Enter the telephone number.

7 Confirm with **OK**.

8 You can assign a ring tone to the number. Use the number buttons ⓪ to ⑨ to select a ring tone. Using ▲/▼, set the volume.

9 Confirm with **OK**. The entry is saved.

Edit Entry

1 Press **OK**, ①⑤ and **OK**.

2 Using ▲/▼ select the entry which you would like to edit.

3 Confirm with **OK**.

4 Edit the name.

5 Confirm with **OK**.

6 Using ▲/▼ select the number you would like to enter.

7 Confirm with **OK**.

8 Edit the number.

9 Confirm with **OK**.

10 You can assign a ring tone to the number. Use the number buttons ⓪ to ⑨ to select a ring tone. Using ▲/▼, set the volume.

11 Confirm with **OK**.

Deleting an Entry

1 Press **OK**, ①⑥ and **OK**.

2 Using ▲/▼ select the entry which you would like to delete.

3 Confirm with **OK**.

4 Confirm DELETE: YES with **OK**.

Groups

You can combine several telephone book entries into a group. A message is sent to all members of this group in succession. Follow the specifications in the technical data.

Adding Group Entries

1 Press **OK**, ①③ and **OK**.

2 Use ▲/▼ to select the group you would like to create.

3 Confirm with **OK**. You can add entries to the group, display the members of the group, delete the group or send a fax to the group.

4 Using ▲/▼ select ADD MEMBER?.

5 Use ▲/▼ to select the entry you would like to add to the group.

6 Confirm with **OK**.

7 Repeat steps **4** to **6** to add additional entries to the group.

8 Press ⓥ to end the input.

Displaying Group Entries

1 Press **OK**, ①③ and **OK**.

2 Use ▲/▼ to select the group you would like to display.

3 Confirm with **OK**.

4 Using ▲/▼ select VIEW MEMBERS?.

5 Confirm with **OK**.

6 Page through the entries of the group with ▲/▼.

7 Press ⓥ twice to return to the starting mode.

Deleting Individual or All Group Entries

Deleting an Individual Entry

1 Press **OK**, ①③ and **OK**.

2 Using ▲/▼ select the group from which you would like to delete entries.

3 Confirm with **OK**.

4 Using ▲/▼ select DELETE MEMBER?.

5 Confirm with **OK**.

6 Using ▲/▼ select the entry which you would like to delete.

7 Confirm with **OK**.

8 Using ▲/▼ select DELETE: YES.

9 Confirm with **OK**. The entry is deleted.

Deleting a Group

1 Press **OK**, ①③ and **OK**.

2 Using ▲/▼ select the group you would like to delete.

3 Confirm with **OK**.

4 Using ▲/▼ select DELETE MEMBER?.

5 Confirm twice with **OK**.

6 Using ▲/▼ select DELETE: ALL.

7 Confirm with **OK**. All entries in the group are deleted.

Short Dialling

You can assign short dial numbers to frequently dialled telephone numbers. You can load these numbers quickly with the short dial button and the number buttons.

Assigning or Changing a Short Dial Entry

1 Hold [0-9] pressed (for at least two seconds).

You can also call the function by pressing **OK**, ①④ and **OK**.

2 Use ▲/▼ or the respective number button to select the short dial number you would like to assign or change.

If you select a short dial number that is already assigned, the entry is overwritten.

3 Confirm with **OK**.

4 Use ▲/▼ to select the telephone book entry you would like to assign as a short dial entry.

5 Confirm with **OK**.

Deleting a Short Dial Entry

⚠ This function not only deletes the short dial entry, it also deletes the entire entry from the telephone book. Overwrite the short dial entry if you would like to change the assignment.

1 Press [0-9].

You can also call the function by pressing **OK**, ①④ and **OK**.

2 Use ▲/▼ or the respective number button to select the entry you would like to delete.

3 Press **C**.

4 Confirm the deletion with **OK**.

Calling Line Identification (CLIP)

The number of the incoming call appears on the display. In order for this function to work, Caller Line Identification Presentation (CLIP) must be activated for your telephone line. Please contact Belgacom for information about this service.

Missed Calls

If you received a call while away, the [✉↘] - button flashes.

1 Press [✉↘].

2 Using ▲/▼, you can page through the list of missed calls.

If you have received additional messages, first select the missed calls using ▲/▼ and confirm with **OK**.

3 To call back, pick up the handset.

Your machine displays the name with which you have saved the number in the telephone book. The number and name will not be shown if the caller suppresses his number.

4 Fax

Press [i] and ④ to print the instructions for sending faxes and for fax switch settings.

Do not insert any documents into the machine that...

... are wet, have been edited with correction fluid, are soiled or have a coated surface.

... are written on with a soft pencil, with paint, chalk or charcoal.

... originate from newspapers or magazines (printing ink).

... are held together with office or notebook staples or with tape or glue.

... are pasted with note papers.

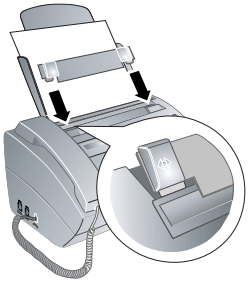
... are creased, crumpled or torn.

Use documents with sizes **A5** or **A4** with 60 to 100 g/m^2 weight. You can insert **up to 10 documents** at a time.

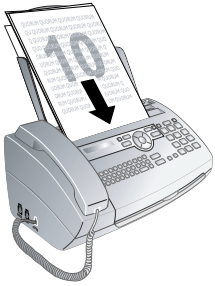
Press ⊘ to eject the documents without sending them.

Sending fax

1 Insert the additional document holder on the document feeder.



2 Insert the documents face up into the document feeder. The top most document will be fed in first.



3 Set the desired resolution. You can choose between RESOL.: STANDARD (for documents without special features), RESOL.: FINE (for texts with small print or drawings) and RESOL.: PHOTO (for photos). Press **RES**. The configured resolution appears on the display. Press **RES** again to change the resolution.

They can adjust the preset contrast (also see Chapter "Settings", page 20).

4 Dial the desired number. There are several ways to do this:

5 Press ◈.

If the subscriber is busy, the device dials the number again after some time. Press ⊘, in order to cancel the transmission process. After the transmission, the machine prints out a transmission report depending on the settings.

Manual dialling: Dial the desired telephone number with the number pad.

Telephone book:

1 Press 🕮

You can also load telephone book entries by pressing **OK**, ①① and **OK**.

2 Select an entry using ▲/▼. Enter the starting letters with the numeric keypad to quickly navigate through the telephone book.

You can save an entry multiple times with the same name but in a different category. In the telephone book, the first letter of the category appears after the entry.

Short dial: Press [0-9]. Select the desired entry using ▲/▼ or with the numeric keys.

You can also load short dial entries by holding the respective number button pressed (for at least two seconds).

Redial list: Press ↻. Use ▲/▼ to select an entry from the list of the dialled numbers.

You can also load the redial list by pressing **OK**, ②② and **OK**.

Caller list: Press and hold ↻ (at least two seconds). Use the ▲/▼ to select an entry from the list of callers.

You can also load the caller list by pressing **OK**, ②① and **OK**.

The caller number identification (CLIP) service can be activated on your telephone line. Please contact Belgacom for information about this service.

Manually Sending a Fax

1 Insert the document.

2 Press 🕪.

3 Enter the desired number using the numeric keypad or select a saved entry.

4 Press ◈.

Listening while a connection is established

You can listen while a connection is established, for example if a fax transmission constantly fails.

Press ◁. Enter the desired number using the number pad, or select a saved entry.

Hands-free operation is not possible with this function. You cannot answer if the subscriber picks up.

Broadcasting

You can send one fax to multiple recipients in succession.

Entering Recipients Individually

1 Insert the document.

2 Press **OK**, ③④ and **OK**. The document is now read.

3 Enter the desired number using the numeric keypad or select a saved entry.

4 Confirm with **OK**.

5 Enter the next telephone numbers.

6 Confirm with **OK**. You can enter up to 25 recipients.

7 Press ◈. The device transmits the fax message successively to all recipients.

Sending a Fax to a Group

1 Insert the document.

2 Press **OK**, ①③ and **OK**.

3 Use ▲/▼ to select the group to which you would like to send a fax.

4 Confirm with **OK**.

5 Using ▲/▼ select SEND FAX?.

6 Confirm with **OK**.

If your machine cannot reach a recipient, the fax message is sent to the other recipients. After the machine has called all recipients, it once again dials the numbers that previously could not be reached.

Delayed Fax Transmission

If you would like to make use of the lower telephone tariffs or if the recipient can be reached at some specific time only, you can send the fax at a later time – within 24 hours.

1 Insert the document.

2 Press **OK**, ③③ and **OK**.

3 Enter the time, at which the document should be transmitted, e.g. ①④ ⓪⓪ for 2 pm.

4 Confirm using **OK**.

5 Enter the desired number using the numeric keypad or select a saved entry.

6 **Selecting a saved entry:** Confirm the selected entry using **OK**.

7 Press ◈. The device goes into standby mode and transmits the fax at the entered time. You can continue to place calls and receive faxes.

Press ⓧ to eject the document. This interrupts the standby mode.

Receiving Faxes

If you have not changed the factory settings, received faxes will be printed out automatically. If no paper or no ink film is inserted, the machine saves the incoming faxes. The [✉] button blinks. Once paper or a new ink film is inserted, the saved faxes are printed out.

Check whether you have inserted and clamped in the paper correctly. The lever on the right next to the paper feed mechanism must be pushed back.

If the message memory is full, no additional messages can be received. A warning appears on the display. Follow the specifications in the technical data.

If there are problems with printing out saved fax messages, a service code is available (see also section Service, page 28).

Receiving fax manually

Select manual reception under number of rings of the fax switch (see Chapter Setting the Fax Switch, page 21). The device will not receive faxes on its own. This setting is useful, when you want to receive faxes via a modem connected to a computer.

You can start fax reception manually, by pressing ◈.

Polling Faxes

With the fax polling function, you can retrieve faxes that lie ready in the dialled fax machine. You can also provide documents on your machine to be polled by others.

Polling Faxes Directly

1 Enter the desired number using the numeric keypad or select a saved entry.

2 Hold ◈ pressed (for at least two seconds).

Polling Secure Faxes

With this function, you can poll faxes that are protected with a code.

1 Press **OK**, ③① and **OK**.

2 Enter the code.

3 Confirm with **OK**.

4 Enter the desired number using the numeric keypad or select a saved entry.

5 Press ◈.

Sending Faxes via Polling

⚠ Protect your document against unauthorised access with a code.

A caller who knows the code can poll the fax from your machine. You can continue to make telephone calls and receive faxes.

1 Insert the document.

2 Press **OK**, ③② and **OK**.

3 Enter a code (max. 20 characters).

4 Confirm with **OK**.

Press ⓥ to eject the document. This interrupts the standby mode.

Using Fax Templates

Five fax templates, which you can use, are stored in your device. With these templates you can quickly create, for example, a short fax note or an invitation.

1 Press **OK**, ④③ and **OK**.

2 Using ▲/▼ select the template you would like to print.

3 Confirm using **OK**. The device prints the template.

4 Fill the template and send it to the desired recipient per fax.

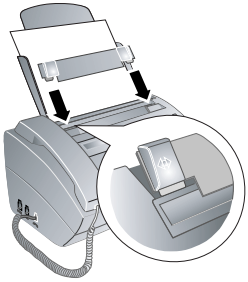
5 Copier

Press [i] and ⑤ to print help for copying.

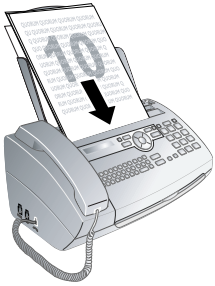
Use documents with sizes **A5** or **A4** with 60 to 100 g/m^2 weight. You can insert **up to 10 documents** at a time.

Inserting the document

1 Insert the additional document holder on the document feeder.



2 Insert the documents face up into the document feeder. The top most document will be fed in first.



3 Set the desired resolution. You can choose between RESOL.: STANDARD (for documents without special features), RESOL.: FINE (for texts with small print or drawings) and RESOL.: PHOTO (for photos). Press **RES**. The configured resolution appears on the display. Press **RES** again to change the resolution.

They can adjust the preset contrast (also see Chapter "Settings", page 20).

Creating a Copy

Press **COPY** briefly. The copy is created.

Creating Multiple Copies

1 Hold **COPY** pressed (for at least two seconds).

2 Enter the number of times you would like to copy the document (maximum of 15 copies).

3 Press **COPY**.

4 Using ▲/▼ select whether to reduce or enlarge the document in size when copying. You can magnify up to 200 percent or reduce to as small as 50 percent of the original size.

5 Confirm with **OK**. The copy is created.

Press ⓥ to eject the documents without copying them.

6 SMS

Press [i] and ⑧ to print the instructions for SMS functions.

SMS Requirements

Your device is preset for using the SMS (Short Messaging Service) services. Caller identification (CLIP) must be activated for the SMS to work. It is possible that you will not be able to send and receive SMS messages from a private branch exchange. Please contact Belgacom for information about this service.

Sending SMS

1 Press ✉/**SMS**.

You can also call the function by pressing **OK**, ⑥① and **OK**.

The last five SMS messages written remain saved as templates. Press ◯● until the desired message appears.

2 Enter the text using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using ␣. You can enter a line break using ↵. Press **CTRL** and the respective letter key to enter the special character printed on it.

You can enter 160 characters.

You can move the cursor using ▲/▼. Use **C** to delete individual characters. Press and hold **C** (at least two seconds) to delete the entire text. Press **COPY** to print the SMS before sending it.

3 Confirm with **OK**.

4 Enter the desired number using the numeric keypad or select a saved entry.

5 Confirm with **OK**.

6 With a sub-address, you send an SMS message to a certain fax machine that is connected to a telephone line along with several other devices. If the recipient has a sub-address, enter it here.

You can send an SMS message to up to five recipients. Press **OK** after entering the number.

7 Press ✉/**SMS**. The message is sent.

Notification by SMS

You can have an SMS message sent to a telephone number of your choice when faxes or SMS messages are received or the answering machine receives calls or voice messages in your absence.

1 Press **OK**, ⑥⑤ and **OK**.

2 Use ▲/▼ to select whether you would like to be informed about new SMS messages.

3 Confirm with **OK**.

4 Use ▲/▼ to select whether you would like to be informed about calls in your absence.

5 Confirm with **OK**.

6 Use ▲/▼ to select whether you would like to be informed about new fax messages.

7 Confirm with **OK**.

8 Use ▲/▼ to select whether you would like to be informed about new messages on the answering machine.

9 Confirm with **OK**.

10 Enter the number to which the SMS should be sent.

11 Confirm with **OK**. A message appears on the display stating the notification by SMS is activated.

Receiving an SMS

Check whether you have inserted and clamped in the paper correctly. The lever on the right next to the paper feed mechanism must be pushed back.

Received SMS messages are printed out automatically. If you have turned the automatic printing function off, the SMS messages will be stored. Your machine stores up to 30 received SMS messages.

Reading an SMS

After reception of a new SMS message, the [✉] button lights up.

1 Press [✉].

2 Select the SMS using ▲/▼.

3 Press [✉]. The Read SMS menu opens.

Loading Previously Read SMS Messages

1 Press **OK**, ⑥② and **OK**.

2 Using ▲/▼ select the SMS that you would like to read. Unread SMS messages are marked with a *.

3 Confirm with **OK**.

You can move the cursor using ▲/▼. Press **COPY** to print the SMS message.

4 Press ⓥ to return to the SMS list.

Press **OK** to call additional SMS functions.

Loading SMS Functions

1 While reading an SMS message, press **OK** to load additional SMS functions.

2 Use ▲/▼ to select an option: You can display information about the SMS message, print or delete the message, forward the message to another recipient or send an SMS response. You can return to the list of SMS messages, or view the next or previous SMS message.

3 Confirm with **OK**.

Printing SMS

1 Press **OK**, ⑥③ and **OK**.

2 Using ▲/▼ select the SMS that you would like to print.

PRINT: ALL—Prints all received and composed SMS messages

PRINT: INBOX—Prints all received SMS messages

PRINT: OUTBOX—Prints all sent SMS messages

PRINT: NEW—Prints all unread SMS messages

3 Confirm using **OK**.

If you would like to print an individual SMS message, load the message. Press **COPY** to print the message.

Deleting SMS Messages

If the message memory is full, the machine cannot receive any more messages. Delete SMS messages to free up memory.

1 Press **OK**, ⑥④ and **OK**.

2 Use ▲/▼ to select the SMS messages you would like to delete:

DELETE: ALL SMS—Deletes all received and composed SMS messages

DELETE: READ SMS—Deletes all read SMS messages

DELETE: SENT SMS—Deletes all sent SMS messages

3 Confirm with **OK**.

4 Confirm the deletion with **OK**.

If you would like to delete an individual SMS message, load the desired message. Press **C**. Confirm with **OK**.

Modifying the Settings

Changing Send and Receive Numbers

All numbers that you need to send and receive SMSs are stored in your device. In case you moved to another telephone service provider, you must change these numbers. You can set your device for two SMS service providers.

1 Press **OK**, ⑥⑥ and **OK**.

2 Use ▲/▼ to select the SMS service provider that you would like to set.

3 Confirm using **OK**.

4 Enter the number for sending SMSs.

5 Confirm using **OK**.

6 Enter the number for receiving SMSs.

7 Confirm using **OK**.

8 Use ▲/▼ to select the SMS service provider through which you would like to send SMSs.

9 Confirm using **OK**.

You can receive SMS messages via both providers.

Switching Off Automatic Printing

You can deactivate the automatic printing of SMS messages.

1 Press **OK**, ⑥⑥ then **OK** repeatedly until PRINT SMS: YES appears on the display.

2 Using ▲/▼ indicate whether you would like to turn printing on or off.

3 Confirm with **OK**.

Switching SMS Reception On and Off

If you use an additional device with SMS function on the same line, the handset number (sub-address) might be different.

Switching SMS Reception Off

1 Press **OK**, ④⑤ and **OK**.

2 Enter the service code ③①②⓪⑦.

3 Confirm with **OK**.

4 Using ▲/▼ select SURE: YES.

5 Confirm with **OK**.

If you have entered the incorrect code, you can cancel the entry with SURE: NO.

Switching SMS Reception On

1 Press **OK**, ④⑤ and **OK**.

2 Enter the service code ④①②⓪⑥.

3 Confirm with **OK**.

4 Using ▲/▼ select SURE: YES.

5 Confirm with **OK**.

If you have entered the incorrect code, you can cancel the entry with SURE: NO.

7 Fun and Games

Press [i] and ⑦ to print the instructions for the Games and Fun functions of your device.

Sudoku

Sudoku is a Japanese number puzzle. The game has 3 × 3 squares divided into 3 × 3 fields. Depending on the difficulty level, lesser or more digits are already given at the beginning of the game. The aim of the game is to fill digits from 1 to 9 in the game field is such a way that each digit appears only once in a row, a column and each of the nine blocks. There is only one solution.

The solution of the last printed game is saved. The solutions of earlier games are no longer available.

Printing a Game

1 Press **OK**, ④⑧ and **OK**.
2 Dial using ▲/▼ SUDOKU:NEW.
3 Confirm using **OK**.
4 Using ▲/▼ select the difficulty level.
5 Confirm using **OK**.
6 Enter, how many copies of the Sudoku you would like to print (maximum 9 copies).
7 Confirm using **OK**.
8 Using ▲/▼ select if you would like to print the solution.
9 Confirm using **OK**.

Printing the Last Game Again

1 Press **OK**, ④⑧ and **OK**.
2 Dial using ▲/▼ SUDOKU:LAST.
3 Confirm using **OK**.
4 Enter, how many copies of the Sudoku you would like to print (maximum 9 copies).
5 Confirm using **OK**.
6 Using ▲/▼ select if you would like to print the solution.
7 Confirm using **OK**.

Printing the Solution

1 Press **OK**, ④⑧ and **OK**.
2 Dial using ▲/▼ SUDOKU:SOLUTION.
3 Confirm using **OK**.

Sudoku for Every Day

You can have a new Sudoku automatically printed each day.

1 Press **OK**, ④⑧ and **OK**.
2 Dial using ▲/▼ SUDOKU:AUTO.
3 Confirm using **OK**.
4 Enter the time, e.g. ①④ ⓪⓪ for 2 pm.
5 Confirm using **OK**.
6 Using ▲/▼ select the difficulty level.
7 Confirm using **OK**.
8 Enter, how many copies of the Sudoku you would like to print (maximum 9 copies).
9 Confirm using **OK**.
10 Using ▲/▼ select if you would like to print the solution.
11 Confirm using **OK**.
12 Using ▲/▼ indicate whether you would like to turn printing on or off.
13 Confirm using **OK**.

8 Settings

You can move the cursor using ▲/▼. Use **C** to delete individual characters. Press ⓥ to close the menu and return to the starting mode.

Entering the Date and Time

1 Press **OK**, ⑨① and **OK**.

2 Enter the time, for example ①④ ⓪⓪ for 2 o'clock p.m.

3 Enter the date (two digits for each field), for example ⓪⑧ ⓪⑥ ⓪⑦ for June 8th, 2007.

4 Confirm with **OK**.

You must check the time and date after a short power failure. Confirm with **OK**.

Selecting the Language

1 Press **OK**, ⑨② and **OK**.

2 Use ▲/▼ to select the desired display language.

3 Confirm with **OK**.

Entering Your Number

Your number and name are printed in the top margin of every page (= header) together with the date, time and page number.

1 Press **OK**, ⑨④ and **OK**.

2 Enter your number. Using ⓝ or ⓩ you can enter a plus sign.

3 Confirm with **OK**.

Entering name

1 Press **OK**, ⑨⑤ and **OK**.

2 Enter the name using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using ␣. Press **CTRL** and the respective letter key to enter the special character printed on it.

You can move the cursor using ▲/▼. Use **C** to delete individual characters.

3 Confirm using **OK**.

Setting the Contrast

For copying and printing of fax messages, you can select different contrast levels.

1 Press **OK**, ④④ and **OK**.

2 Using ▲/▼, select the desired contrast.

CONTR.:LIGHT – For brighter copies and fax transmission

CONTR.:NEUTRAL – For all types of originals (for example white text on black background or documents with coloured background)

CONTR.:OPTIMISED (Factory settings) – Optimized adaptation for text and photo printing

CONTR.:DARK – For darker copies and fax transmission (for example documents with faint printing)

3 Confirm using **OK**.

The changed settings are stored as new default settings. If you select a special function for a one-time process, take care to restore the default settings or factory settings after that.

Reducing Transmission Speed

The machine adapts the transmission speed to the line quality. This may take some time, especially for overseas connections. Set a lower transmission speed if you are sending faxes into networks with poor line quality.

1 Press **OK**, ③⑧ and **OK**.

2 Using ▲/▼ select YES, if you would like to limit the transfer speed to 4.800 bps (with the option NO the machine adapts the transmission speed automatically).

3 Confirm with **OK**.

Switching Page Adjustment On and Off

In order that no information is lost, received faxes are reduced in size when printed.

1 Press **OK**, ③⑦ and **OK**.

2 Use ▲/▼ to select whether you would like to switch size reduction on or off.

3 Confirm with **OK**.

Setting the Ring Tone

Selecting the Ring Tone

You can select from among ten different ring tones.

1 Press **OK**, ⑤⑤ and **OK**.

2 Use the number buttons ⓪ to ⑨ to select a ring tone. Using ▲/▼, set the volume.

3 Confirm with **OK**.

Setting the Volume

You can adjust the volume of the ring tone when the device is ringing or when you set the ring tone. You can save different volumes for the ☼ (day) and ☾ (night) modes, (also see Chapter Fax Switch).

Using ▲/▼ you can set adjust the volume when the device is ringing.

Setting the Fax Switch

The built-in fax switch of your device distinguishes between fax messages and telephone calls. Faxes are automatically received, telephone calls can be received—even on additionally connected devices. While the device is checking the call, it continues to ring.

You can set how often the machine should ring before picking up separately for the modes ☼ (day) and ☾ (night). This makes it possible for you to receive faxes silently at night without getting disturbed.

Press ◴/☼/☾ to switch between day and night mode. With the activated timer ◴, the machine switches between the modes ☼ (day) and ☾ (night) at the configured times.

Configuring Day Mode

1 Press **OK**, ⑤① and **OK**.

2 Use ▲/▼ to select the total number of rings. The device stops the ring after these total number of rings and accepts a call or a possible silent fax.

3 Confirm with **OK**.

4 Use ▲/▼ to select the number of rings for the fax switch. After the number of rings, the fax switch switches on and distinguishes between fax transmissions and telephone calls. While the device is checking the call, it continues to ring.

5 Confirm with **OK**.

6 Using ▲/▼, set the volume.

7 Confirm with **OK**.

Configuring Night Mode

1 Press **OK**, ⑤② and **OK**.

2 Configure the same settings as for the day mode (see steps **2** to **7**).

Setting the Timer

The timer switches between the modes ☼ (day) and ☾ (night) at the configured times.

1 Press **OK**, ⑤③ and **OK**.

2 Enter the time at which the machine should switch to ☼ (day) mode, for example ⓪⑥ ⓪⓪ for 6 o'clock a.m.

3 Confirm with **OK**.

4 Enter the time at which the machine should switch to ☾ (day) mode, for example ②② ⓪⓪ for 2 o'clock a.m.

5 Confirm with **OK**.

Special Settings

Silent Fax Reception

If you would like to accept a fax without preceding rings, set the number of rings of the fax switch to Ø.

Switching Off All Rings

If you don't want to be disturbed, e.g. in the night, by any incoming calls, you can set the number of rings to Ø. The device switches immediately to silent fax reception.

Printing Lists and Help Pages

Printing Numbers and Entries

The list of numbers and entries contains the last ten calls received and numbers dialled as well as the saved entries and groups.

Press **OK**, ②③ and **OK**. The list is printed.

Printing the Call List

The call list contains the last 50 numbers dialled.

1 Press **OK**, ④① and **OK**.

2 Using ▲/▼ indicate whether you would like to turn printing on or off.

3 Confirm with **OK**.

4 **Switch on printing:** Use ▲/▼, to select whether the call list should be printed immediately or after every 50 calls.

5 Confirm with **OK**.

Printing the Telephone Book

Press **OK**, ①⑦ and **OK**. The machine prints a list with the telephone book entries and saved assignments.

Printing Fax Journal

The fax journal is a list of the last ten faxes sent and received.

1 Press **OK**, ③⑤ and **OK**.

2 Using ▲/▼ indicate whether you would like to turn printing on or off.

3 Confirm with **OK**.

4 **Switch on printing:** Use ▲/▼, to select whether the fax journal should be printed immediately or after every ten transmissions.

5 Confirm with **OK**.

Printing Transmission Report

After every transmission, the machine prints out a transmission report. If a transmission error occurs, an error report is printed out. You can switch off printing of the transmission report.

1 Press **OK**, ③⑥ and **OK**.

2 Using ▲/▼ indicate whether you would like to turn printing on or off.

3 Confirm with **OK**.

Printing Help Pages

Help 1 · Overview

Press [i] and ① to print an overview of the help pages.

Help 3 · Telephone Functions

Press [i] and ③ to print an overview of the telephone book functions.

Help 4 · Fax Transmission

Press [i] and ④ to print instructions for sending fax messages and for configuring the fax switch.

Help 5 · Copier

Press [i] and ⑤ to print the help for copying.

Help 6 · Function List

Press [i] and ⑥ to print a list of all functions and settings of your machine.

Help 7 · Games and Fun

Press [i] and ⑦ to print the instructions for the Games and Fun functions of your device.

Help 8 · SMS

Press [i] and ⑧ to print the instructions for SMS functions (depending on the model).

Starting the Initial Installation

1 Press [i] and ②.

2 The machine prints out a help page and starts the initial installation process.

Checking the Firmware Version

1 Press **OK**, ④⑦ and **OK**.

2 The model designation and the configured country appear on the display.

3 Confirm with **OK**.

4 The information on the firmware version of the machine is displayed.

5 Confirm with **OK**.

9 Telephone Lines and Additional Devices

Configuring Telephone Lines and Services

PABX Systems

Private branch exchanges (PABX) are typical in many offices and some households. You must dial an outside line access code in order to get a connection to the public telephone network (PSTN) from a PABX.

1 Press **OK**, ⑨⑥ and **OK**.

2 Use ▲/▼ to set whether you operate your device on an extension.

3 Confirm with **OK**.

4 **Configuring an extension**: Enter the outside line access code with which you reach the public telephone network. This is usually ⓪.

In rare cases, the outside line access code may be a different number or a two-digit number. For older telephone systems, the outside line access code can be R (= Flash). Press **R** to enter this outside line access code. If the connexion to the public telephone network is not possible, contact your telephone system supplier.

5 Confirm with **OK**.

6 When finished, the machine tests the telephone line. Confirm with **OK**.

7 Your device checks whether it can establish a connection with the public telephone network. If it cannot establish the connection, you are once again asked for input.

PhoneMail

You cannot simultaneously use the PhoneMail function and receive faxes on your devices. Get the PhoneMail function for your telephone connection deactivated.

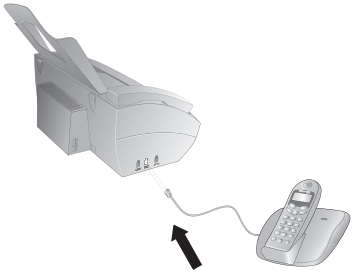
Connecting Additional Devices

You can operate other devices on a telephone line, for instance cordless telephones, answering machines or modems.

If you use a cordless telephone with SMS function on the same line, the handset number (subaddress) will determine which terminal will receive the SMS.

Connection to the device

You can connect additional devices directly to your device. Insert the telephone cable of the additional device into the **EXT**- socket (RJ-11-connection) on the device.



We recommend direct connection to the machine because this allows the fax switch to function optimally and to control the additional devices.

Connection to the Telephone Line

In order for the fax switch to function, the machine must be first in the series if multiple devices are connected to the same telephone socket. Follow the correct order.

If you have multiple telephone sockets for the same telephone line, the machine must be connected to the first telephone socket.

Using Additional Telephones (Easylink)

With the Easylink function you can control your device with additional telephones. To use this function, additional telephones must be set to tone dialling (DTMF tones).

Starting Fax Reception

If you pick up at an additional device and hear that you are receiving a fax (whistling tone or silence), you can start the fax reception by pressing ✱⑤ on the additional telephone or pressing ◇ on the device.

Taking Over the Line

If you pick up on an additional telephone and the machine continues to ring or attempts to receive a fax, you can disconnect the machine from the line. Press ✱✱ on the additional telephone.

Changing Code

⚠ Only change the codes if it is absolutely necessary. The codes must begin with ⊛ or # and must be different.

1 Press **OK**, ⑤④ and **OK**.

2 Enter the new code for starting fax reception.

3 Confirm with **OK**.

4 Enter the new code for taking over the line on an additional device.

5 Confirm with **OK**.

Using an External Answering Machine

For the best operation, the answering machine must be connected to the **EXT** socket of the device. The numbers of rings set for the external answering machine should be less than the one set under FAX RINGS by at least two.

Example of the setting:

Number of rings of the external answering machine1

FAX RINGS 3

TOTAL RINGS 5

(also see Chapter Setting the Fax Switch, Page 21)

The outgoing message should be shorter than ten seconds. Avoid music in the outgoing message.

If the external answering machine records fax signals, but your device cannot receive faxes, inspect the connection of the external answering machine

10 Service

Should disruptions occur, follow the instructions on the display and on the error report.

Changing the ink film

Use only original consumable materials. These are available from Belgacom. Other consumable materials could damage the machine or shorten its service life.

Follow the instructions on the packaging of the consumable materials.

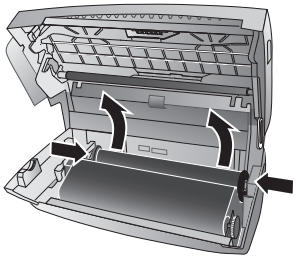
For receiving or copying documents, an ink film must be inserted in your device. Your device is delivered with an already inserted free ink film for a few test pages. For this film, you do not require any Plug'n'Print card (= chip card with information regarding ink film capacity). For every next film that you insert, you must load the capacity memory with the included Plug'n'Print card.

1 Remove the paper from the paper feeder and take the paper tray out of the device.

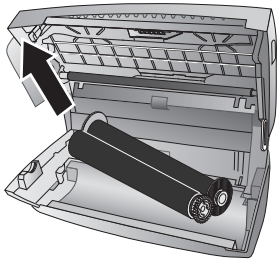
2 Open the device by lifting the panel using grip in the centre and folding it down.

Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

3 Grip the rear ink film roll at both the sides and place it next to the front ink film roll.

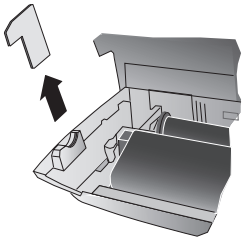


4 Remove both the rolls from the device. The used ink film cannot be reused.

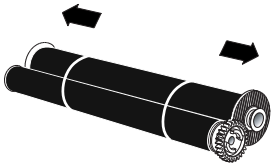


Consider data protection issues when disposing of used ink films.

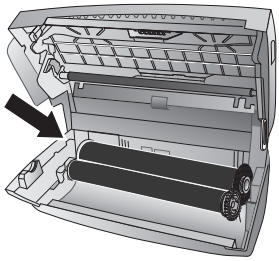
5 Pull the used Plug'n'Print card out of the plug socket on the left hand side next to the ink film tray. The Plug'n'Print card cannot be reused.



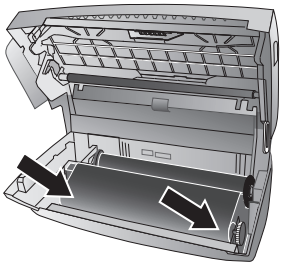
6 Carefully remove the rubber bands from the new ink film. Make sure that the film is not damaged!



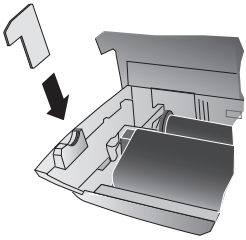
7 Place the larger roll with the ink film in the rear ink film tray. The blue gear wheel must be on the right hand side.



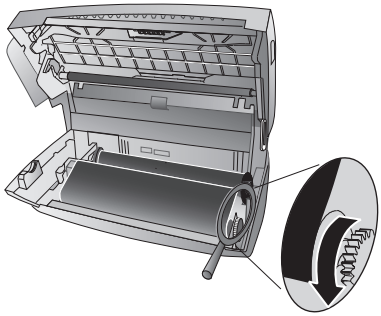
8 Place the smaller roll without film in the front tray. The blue gear wheel must be on the right hand side and the pin must be inserted in the depression on the left hand side.



9 Break the chip card from the Plug'n'Print card. Insert the chip card in the plug socket on the left hand side next to the ink film tray.



10 Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



11 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

Checking the Ink Film Reserve

1 Press **OK**, ④⑥ and **OK**.

2 The number of pages that can still be printed with the ink film is shown on the display.

3 Press ⓥ to return to the starting mode.

If the ink film used up or if there is no ink film in the machine, a message appears on the display.

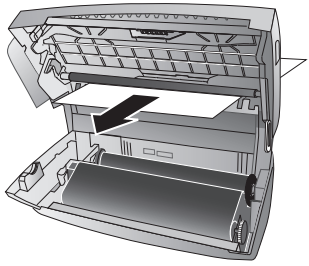
Fixing a paper jam

1 Remove the paper from the paper feeder and take the paper tray out of the device.

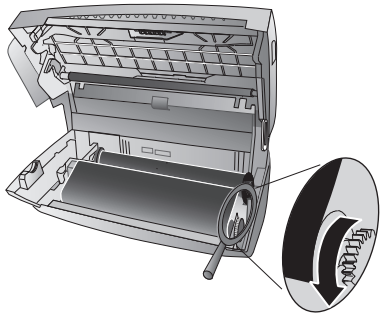
2 Open the device by lifting the panel using grip in the centre and folding it down.

⚠ Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

3 Carefully pull the paper out.



4 Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



5 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

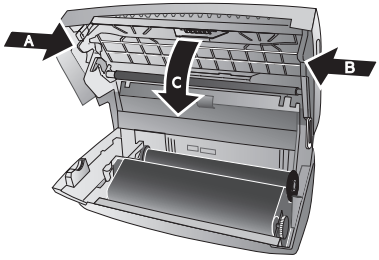
Fixing a Document Jam

1 Remove the paper from the paper feeder and take the paper tray out of the device.

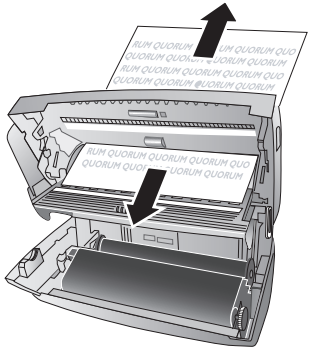
2 Open the device by lifting the panel using grip in the centre and folding it down.

⚠ Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

3 Open the scanner cover by pushing the supports (**A**) and (**B**) towards each other. The cover (**C**) falls freely.

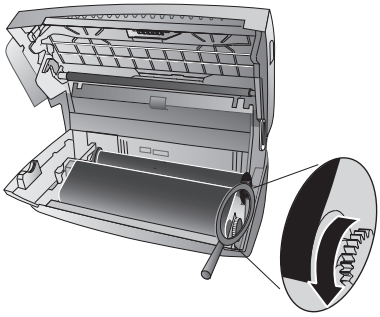


4 Carefully pull the document to the front or to the back out of the device.



5 Close the scanner cover. Both the supports must securely snap into place.

6 Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



7 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

Cleaning

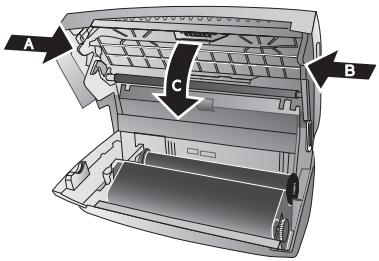
⚠ Unplug the machine from the power socket before cleaning it. Use a soft, lint-free cloth. Never use liquid or easily flammable cleansers (sprays, abrasives, polishes, alcohol, etc.). Do not allow any moisture to reach the interior of the fax machine.

1 Remove the paper from the paper feeder and take the paper tray out of the device.

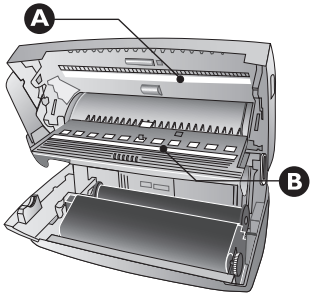
2 Open the device by lifting the panel using grip in the centre and folding it down.

⚠ Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

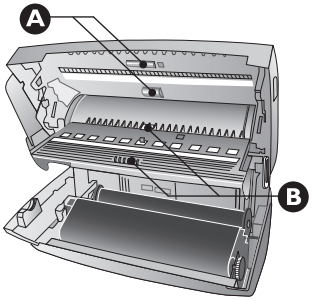
3 Open the scanner cover by pushing the supports (**A**) and (**B**) towards each other. The cover (**C**) falls freely.



4 Lightly wipe the upper side of the scanner glass (**A**) and the lower side of the document feeder/ scanner film (= white plastic plate) (**B**) with a cloth.

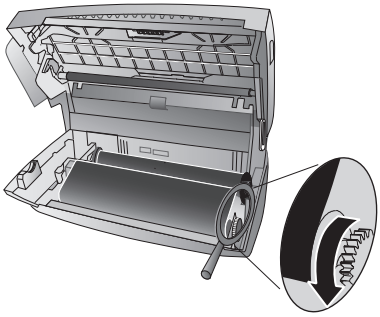


5 Clean the feed roller (**A**) and the underside of the support pad of the feeder roller (**B**) with a soft, lint-free cloth moistened with cleaning alcohol (96 percent). Rotate the feed roller; You must clean the entire roller.



6 Close the scanner cover. Both the supports must securely snap into place.

7 Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



8 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

Using Service Codes

The function 45 (service codes) deletes all the changed settings and your device is reset to factory settings. This can be useful, when settings have been changed and some features do not work as expected.

⚠ Only use this function if this is absolutely necessary.

1 Press **OK**, ④⑤ and **OK**.

2 Enter a service code:

⑦①①⑦ – Deletes all changed settings and saved data. The device is reset to factory settings and the initial installation process is started.

⑦①④⓪ – Deletes all changed settings. Saved data and telephone book entries remain intact.

⑦②②⑦ – Deletes saved faxes, when there are problems with printing.

3 Confirm using **OK**.

4 Use ▲/▼ to select SURE: YES.

5 Confirm using **OK**.

⚠ If you have entered the incorrect code, you can cancel the entry with SURE: NO.

Power Cycling

If a problem occurs that cannot be corrected with the instructions in this user manual (see also the help below), follow the steps given here.

1 Pull out the power plug.

2 Wait at least ten seconds, then plug the power plug back into the socket.

3 If the error occurs again, please contact Belgacom.

General information	
The time and date flash on the display.	You must check the time and date after a short power failure. Confirm using **OK**.

Problems when faxing or printing	
Faxes sent are of poor quality.	Change the resolution from RESOL.: STANDARD to RESOL.: FINE or RESOL.: PHOTO. Change the contrast. Clean the scanner. Test the device by making a copy of the document. If the device is in order, the fax machine of the recipient is defective.
The device produces black lines when sending or printing.	Clean the scanner and the document feed slot.
Copy is blank.	Insert the documents face up into the document feeder.
Printing is interrupted.	Paper or document jam, no paper or ink film. Follow the instructions on the display and in the error report. There could be a small pause after printing several pages. The device continues printing automatically.
No printing	Check if you have inserted clamped paper correctly. The lever on the right hand side next to the paper feeder must be folded backwards.
Documents are not properly fed.	Clean the scanner.

Problems with the connection	
The device rings once, remains silent for a short while and starts ringing again.	This is absolutely normal. The fax switch checks the call after the first ring. If it is a voice call, the device continues to ring.
No dial tone	Check the installation of the device. Connect the telephone cable to the socket marked **LINE**. Insert the telephone plug into your telephone connection socket.
Fax transmissions are constantly interrupted.	Try to send the fax manually: Press ◁ and dial the number. If the recipient is using an answering machine, wait until you hear a whistling tone. Press ◈. It is possible that the recipient's machine is not ready to receive.
You hear a whistling tone or silence in the handset.	The call is a fax: Press ◈ on the device. In addition, press ✱⑤ on the telephone. Hang up.
No fax reception	Using function 51, set the number of rings (see page 21). You cannot simultaneously use the PhoneMail function and receive faxes (see page 23).

11 Appendix

Technical Data

Dimensions (L × H × W) ..... 303 × 126 × 195 mm
Weight ..... 1,9 kg
Power Supply ..... 220 – 240 V~ / 50 – 60 Hz
Power Consumption
Stand-by mode ..... < 1.5 W
Transmission ..... < 20 W
Recommended Ambient Temperature ..... 18 – 28 °C
Relative humidity ..... 20 – 80 % (non-condensing)
Type of connection ..... PSTN · PABX

Standards

Safety ..... EN 60950-1
Emissions ..... EN 55022 Class B
Immunity to electrical noise ..... EN 55024

Scanner

Scan width ..... 212 mm
Horizontal resolution ..... 8 dots/mm
Vertical resolution ..... Standard: 3,85 lines/mm
..... Fine: 7,70 lines/mm

Memory

Telephone book ..... up to 50 entries
Groups ..... up to 5
Fax messages ..... up to 15 pages (standard test letter)
SMS messages ..... up to 30 SMS messages

Consumable Materials

Free ink film ..... up to 27 pages
Additional ink film ..... 140 pages

Paper

Capacity ..... 15 sheets (without Paper tray)
..... 50 sheets (with Paper tray)
Size ..... A4 · 210 × 297 mm
Thickness ..... 0,07 – 0,11 mm
Weight ..... 60 – 90 g/m²

Document Feeder

Capacity ..... 10 sheets
Breadth ..... 148 – 212 mm
Length ..... 100 – 600 mm
Thickness ..... 0,06 – 0,15 mm

Fax

Type ..... Group 3
Compatibility ..... ITU-T T.30
Data compression ..... MH · MR
Modulation ..... V.21 · V.27ter · V.29
Transmission speed ..... 9.600 bps

Technical specifications subject to change without notice.

Warranty

The Equipment you have bought has been carefully selected by Belgacom and is covered by a two-year warranty on spare parts and labor in the event of any material or manufacturing defect, unless otherwise specified. The warranty shall be valid from the date on which the equipment is collected or delivered.

If you have any problems with the equipment, you should take it to a Teleboutique or to one of our authorized agents, in its entirety and in its original packaging, or in packaging providing the same degree of protection, together with the original receipt. The addresses for our Teleboutiques and authorized agents are given in the Information Section of the White Pages.

Your equipment will be repaired or replaced free of charge, on presentation of the receipt, in the event of any material or manufacturing defect.

Belgacom alone shall determine what repairs and/or replacements are necessary. The warranty on the repaired or replaced equipment shall end on the date on which the original warranty on the purchased equipment expires, but shall not be less than 3 months.

The warranty shall not cover:

- damage of any kind that does not predate the sale;

- any damage, faults or defects attributable to the Customer or to causes unrelated to the Equipment: lightning, power surges, humidity, accidental damage, improper use or poor maintenance, failure to comply with the instructions in the user manual, and force majeure;

- the repair or replacement of movable parts (cords, wires, plugs, aerials, etc.), consumables (cells, batteries, paper, ink, etc.) needing regular replacement and the supply of cleaning products.

The warranty shall not apply:

- to any changes or repairs to the terminal Equipment undertaken by the Customer himself/herself or through the services of persons not designated by Belgacom;

- if the Customer removes or tampers with the manufacturer's serial numbers and/or brand names on the terminal Equipment.

Belgacom shall not be liable for any indirect or immaterial loss sustained by the Customer as a result of the malfunctioning of the terminal Equipment, such as any loss of production, revenue or contracts.

The General Terms and Conditions for the Sale of Terminal Equipment can be obtained on request from any Belgacom service available to the public or at www.belgacom.be

belgacom

Belgacom SA under public law,
Bd. du Roi Albert II 27, B-1030 Brussels
VAT BE 0202.239.951, Brussels Register of Legal Entities

CE

The CE symbol confirms conformity with the EU directives that apply to the device.

The equipment that you bought has required the extraction and use of natural resources for its production. It may content hazardous substances for the health and the environment.

In order to avoid the dissemination of those substances in our environment and to diminish the pressure on the natural resources, we encourage you to use the appropriate take-back systems. Those systems will reuse or recycle most of the materials of your end life equipment in a sound way.

The crossed-bin symbol invites you to use those systems.

If you need more information on the collection, reuse and recycling systems, please contact your local or regional waste administration.

You can also contact us for more information on the environmental performances of our products.

This user manual was printed on recycled paper bleached without chlorine. This satisfies the highest standards for low environmental impact. The cardboard packaging used and the packaging inserts of paper and cardboard can be disposed of as waste paper. The plastic foil may be submitted for recycling or disposed of with waste not intended for recycling, depending on the requirements in your country.

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- Passports (personal identification)
- Entrance and exit visa papers (immigration papers)
- Military service documents
- Bank notes, travel checks, payment orders
- Postage stamps, tax stamps (stamped or unstamped)
- Loan papers, certificates of deposit, bonds
- Documents protected by copyright

Follow the statutory regulations of your country with regard to the legal validity of fax transmissions – particularly in connection with the validity of signatures, meeting delivery deadlines or disadvantages resulting from the loss of quality in the transmission, etc.

Take care to maintain the statutory regulations of your country regarding telecommunications secrecy and data privacy.

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Belgacom shall not be held liable for any damage resulting from electromagnetic interference that occurs from the use of any interface cables other than those designated as Belgacom products.

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EC-Declaration of Conformity

Sagem Communication Austria
SAFRAN Group

EC-DECLARATION OF CONFORMITY
EG-KONFORMITÄTSERKLÄRUNG
CE-DECLARATION DE CONFORMITE
EG-VERKLARING VAN OVEREENSTEMMING

Reference number/ Referenznummer/ Numéro de référence/ Referentienummer: 761-07-0001

We
Wir
Nous
Wij

Sagem Communication Austria GmbH
Gutheil-Schoder-Gasse 17
A-1230 Wien, Österreich

declare under our responsibility that the product
erklären unter unserer Verantwortung, daß das Produkt
déclarons sous notre responsabilité que le produit
verklaren onder onze verantwoording, dat het product

Belgafax™ 180s

to which this declaration relates is in conformity with the following standard(s) or other normative document(s):
auf das diese Deklaration verweist, mit den folgenden Normen oder anderen normativen Dokumenten übereinstimmt:
qui est l'objet de la présente déclaration, est conforme aux normes suivantes ou à d'autres documents normatifs:
waarnaar deze declaratie verwijst, aan de volgende normen of andere normatieve documenten voldoet:

Safety / *Sicherheit / Sécurité / Veiligheid:*

EN 60950-1:2001

Electromagnetic Compatibility / *Elektromagnetische Verträglichkeit / Compatibilité électromagnétique / Elektromagnetische compatibiliteit:*

EN 55022:1998 + A1:2000 + A2:2003 class B
EN 55024:1998 + A1:2001 + A2:2003
EN 61000-3-2:2000 + A2:2005
EN 61000-3-3:1995 + A1:2001

following the provisions of the Directive 1999/5/EC on radio equipment and telecommunication terminal equipment and the mutual recognition of their conformity.
gemäß den Bestimmungen der Richtlinie 1999/5/EG über Funkanlagen und Telekommunikationsendeinrichtungen und die gegenseitige Anerkennung ihrer Konformität.
d'après les dispositions de la Directive 1999/5/CE concernant les équipements hertziens et les équipements terminaux de télécommunications et la reconnaissance mutuelle de leur conformité.
conform de bepalingen in de richtlijn 1999/5/EG betreffende radioapparatuur en telecommunicatie-eindapparatuur en de wederzijdse erkenning van hun conformiteit.

Sagem Communication Austria GmbH
SAFRAN Group
Gutheil-Schoder-Gasse 17
A-1230 Wien

Oliver SCHMEER, Managing Director

Name and Function of authorised person
Name und Funktion der zeichnungsberechtigten Person
Nom et Fonction de la personne autorisée
Naam en functie van bevoegd persoon

Vienna, 2007-01-17

Place and date of issue
Ort und Datum der Ausstellung
Lieu et date de signature
Plaats en datum van handtekening

Signature of authorised person
Unterschrift der zeichnungsberechtigten Person
Signature de la personne autorisée
Handtekening van bevoegd persoon

Sitz: Wien, Österreich
Firmenbuchgericht: Handelsgericht Wien
Firmenbuchnummer: 219483 w

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